

1<sup>st</sup> 2018 Planning Committee Meeting

Tuesday 4/17/2018 1800hrs

Company 1

### Minutes

#### Introduction

Meeting call to order at 1800hrs.

#### Attendance

Present: John Ryan, Andy Ozmun, Aaron Gelber, Mike Galliher,

Excused: Joe Speich

Absent: Dave Theriault, Bobby Sanderson, James Dipace, Pete Buonome

### New Business

Selection of Chairperson -Tabled

Selection of Secretary – Tabled

Review information regarding Minute/Agenda Posting procedures

FOIA rules reviewed. Meeting agendas to be posted with Grace and Laura Ward 3 days prior to Meeting. Minutes Draft Submitted not more than 5 days to Grace and Laura Ward.

Reporting procedures to B.O.D.- Tabled until selection of Chair/secretary Committee Executive to report temporarily

Objective/Goals:

The BOD requests that the Planning Committee look into the possibility of expanding membership/recruitment/response by evaluating the idea of shifts or live-in programs. Look into departments that utilize such a system, evaluate needs to modernize stations to accommodate such a program.

Current Problems identified:

A brain storming session with discussion was held to identify current problems facing organization along with potential goals or solutions. To each

Turnout is low, members claim “too busy for calls/drills”

*Suggestion: Increase points distribution to multiple times a year may remind members of participation levels. Discover if there are other underlying causes.*

Officer development is needed especially in management of personal

*Suggestion: Create officer development program to include management style coursework.*

New member "intake program" needs improvement. Andy O. felt he was "feed to the wolves" after joining and if not for previous experience with Canton Fire he may not have stayed on.

*Suggestion: continued development of "intake programs".*

New members are given garbage gear

*Suggestion: more effort into gear replacement program*

New members not trained to participate

*Suggestion: develop new member orientation program with checklist of department specific training, job specific training, improve follow up with new members and identify issues as they relate to ability of organization to provide*

No follow-up on process

*Suggestion: member of the BOD to contact new members to evaluate organizations progress and obstacles facing new member at 3,6,9,12 month intervals.*

"duty shift system".

It is understood that the current model of business is no longer working and that new ways are needed to encourage turnout and membership. Did not want to look into specific details of a program just ask of the group, "would you live there for 24 hours and what problems might you face?"

Company 3 was chosen as the example for a potential "shift station"

Problems identified: Does not feel "comfortable". 1 giant room unable to divide.

Basement rooms not suitable for additional living quarters.

Kitchen needs updating.

Bathrooms need freshening up.

Good for a stand-by but not long duration event.

Suggestion to talk to Co.3 members and ask specific wish list for improvement

Other shift program problems:

Current rules regarding drill requirements and call attendance out dated and not applicable to current membership or shift program.

Rules regarding residence are not conducive to persons living out of town. Out of town applicants and AVFD may benefit from a shift program.

3-fold approach identified

1<sup>st</sup> identify needs stations, equipment, apparatus

2<sup>nd</sup> Identify needs or personal

3<sup>rd</sup> identify needs of budget

Suggestion of preparing a SWOT analysis of AVFD to identify other issues.

Strengths and weaknesses (internally)

Opportunities and threat (externally)

Budget proposals- Tabled

#### Adjournment

Next meeting scheduled for June 5<sup>th</sup> 1800hrs

Meeting adjourned at 19:15 Motion by Gallagher second by Gelber,

4 in favor, 0 abstentions, 0 nays